

Employee List

Legal Entity		Date	
Trading As			
Address		ABN :	
Mailing Address		TEL :	
Contact		FAX :	
Award /AWA :		e-mail :	



	Employee Name	Home Address	DOB	Start Date with company	Hours per week	FT / PT Casual	Prior Quals	Date Completed	NE or EW	Course Selected
1										
2										
3										
4										
5										
6										
7										
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27										
28										
29										

*Eligibility of employers for traineeship incentives, and the amount of incentives available, will be assessed and determined by an Australian Apprenticeships Centre.
Eligibility and incentives will vary depending on the characteristics of the employee, the training course chosen and successful completion of the course by the employee.